



Pristina, 9 November 2011

**Subject: Minutes of the information Meeting and Mandatory Site Visit**

**Ref: PROC/287/11/EULEX Compound Project Design and Build (EuropeAid/132152/L/WKS/XK)**

The information meeting related to the tender for the design and build of EULEX compound took place on 9 November 2011 at 10:00 hrs at Str. Ali Hadri, on the road to Fushe Kosove/Kosovo Polje, Industrial Zone, 10000 Pristina, Kosovo (Opposite UNMIK Administration Headquarters, at the former Chicken Farm), followed by the mandatory site visit at 10:30hrs.

Representatives of 27 companies attended the both information meeting and site visit.

EULEX Procurement Section opened the meeting and reminded the attendees about procedural rules and the deadline for request for any clarification from the Contracting Authority (i.e. 20 December 2011 at 18:00hrs).

EULEX Building Management Section briefed all present about the project. Attention was drawn to the fact that the tender procedure is divided into 2 lots and that the tenderers must tender for the whole of the works required by the dossier. Tenders will not be accepted for incomplete lots.

Representatives of companies had the opportunity to walk through the EULEX Compound. The representatives of companies asked for a second site visit in order to make the necessary measurements needed for the proper calculation of their offers.

Tenderers were advised to monitor the EULEX website for the exact date of site visit and for additional drawings related to the project which will be published in Clarifications 2 and Corrigendum 1.

In accordance with article 6.4 of the Instructions to Tenderers a certificate of attendance was issued to each attendee. In line with clause 12.1.14 of the Instructions to Tenderers, attendees were reminded to include the certificate of their site visit in their tender.

The site visit was completed at 12.00 hrs.

***End of Text.***